

Cost of Application Form Rs.30/-



Maharaja's College Ernakulam



A GOVERNMENT
AUTONOMOUS COLLEGE

Details of Fee remitted to College
Rs.....
Receipt No
Date:

APPLICATION FOR REVALUATION SEMESTER UG/PG EXAMINATIONS,20.....

(Every column to be carefully filled in by the candidate)

1	Name of Programme	
2	Permanent Register No	
3	Name of the Candidate (in capital letters)	
4	Address for communication with Contact Number (in capital letter)	Contact No:
5	Gender	Male / Female / Others
6	Details of Fee(Including cost of application form) paid	
7	Date of issue of result	

** Details of Courses to which the candidate is appearing.

Sl.No	Subject Code	Subject Name	Mark Secured	Max. Marks	For Office Use only
1					
2					
3					
4					
5					
6					

Place:

Date :

Signature of the Candidate

Recommendation of the HoD with Seal

Rs. 370/- per paper for Revaluation

(Seal)

Signature of the Principal

INSTRUCTIONS TO CANDIDATES WHO WISH TO APPLY FOR REVALUATION OF THEIR ANSWER BOOKS

1. Every application for revaluation should be submitted by the candidate in the prescribed form along with the prescribed fee so as to be received by the Controller of Examinations through Principal within 14 days of the publication of the results of the concerned examination. Candidates are advised to send their applications only to Principal after getting recommendation from HoD.
2. The fee (fixed by Mahatma Gandhi University) should be paid as cash at **College Cash Counter Only** during counter hours and forwarded to the Controller of Examinations along with the application through Principal. Fees once paid will not be refunded.
3. Application form should contain original fee receipt, copy of hall ticket and copy of result sheet.
4. Applications which are late and not in the prescribed form and which are found defective in any respect will not be entertained and will be summarily rejected without notice.
5. In the case of applications which are found in order, the CE office will take steps to get the answer books revalued expeditiously so as to issue the result of revaluation is quickly as possible.
6. The results of revaluation will be communicated to the candidates concerned individually to the address furnished in their applications, as soon as the results are ready for issue. ***No interim enquiries of any kind will be entertained in this regard.***
7. It may be noted that the CE office can never set in any case a time limit for the issue of the results of revaluation. The CE office will also therefore, not be liable for loss of any kind sustained by candidates concerned on account of the delay, if any, in issuing the results of revaluation.

Guidelines for finalizing the result of revaluation (As per clause no 13,14 of MGU regulations No. AC.2/8/RV/2016 dtd 25.01.2017)

1. The original marks/weighted grade points awarded to a candidate will be modified to that extent, in cases where the Marks/WGP awarded after first revaluation is below 15% of the maximum Marks/WGP.
2. If the increase in Marks/WGP on the first revaluation is greater than or equal to 15% of the maximum Marks/WGP of the paper/course, a second revaluation shall be conducted. After the second revaluation, the average of the nearest two Marks /WGP from the three valuations ie, the original valuation, first revaluation and second revaluation, shall be awarded to the candidate.
3. If the difference between any two Marks/WGP of the above three valuations happens to be the same, the average of the highest two Marks/WGP shall be awarded to the candidate.
4. The Marks/WGP after first revaluation or the average after second revaluation happens to be less than the original Marks/WGP, the original score will stand.
5. **Fee once paid will not be refunded.**